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REPORT TO THE GANGES SEWER LOCAL SERVICES COMMISSION MEETING OF April 29, 2024

SUBJECT **REQUEST FOR INCLUSION OF PROPERTY IN THE GANGES SEWER
SERVICE AREA - 105 KILNER ROAD**

ISSUE

To consider expanding the boundary of the Ganges Sewer Service Area to include 105 Kilner Road.

BACKGROUND

Salt Spring Island Community Services (SSICS) has recently purchased the property at 105 Kilner Road, south of downtown Ganges, and is developing the property from a single-family residence to a boarding house / homeless shelter. The applicant has informed the Capital Regional District that the present septic system serving the property is inadequate for their needs and wishes to connect to the Ganges sewer system. To do this, the boundary of the Service Area needs to be revised to include 105 Kilner Road, which lies just outside the existing boundary next to 268 Fulford-Ganges Road, which is within the Service Area. It should be noted that SSICS owns both contiguous properties.

As a result of the proposed change in use (to accommodate more than 15 people), the Average Daily Flow (ADF) would be higher than that of a single-family dwelling of comparable size. The total ADF would be approximately 3,740 litres per day. According to CRD Engineering Specifications, a single-family dwelling of medium density would produce approximately 1,526 litres per day (545 litres/capita/day x 2.8 persons per dwelling) or about forty percent of what the intended SSICS use would produce. The new ADF is insignificant compared to the current capacity of the Ganges Wastewater Treatment Plant. None of the sewer conveyance lines in the area are close to a surcharged condition.

SSICS has agreed to pay the requisite capacity purchase charge in accordance with Bylaw No. 3262 in the amount of \$8,938.60.

ALTERNATIVES

Alternative 1

The Ganges Sewer Local Services Commission recommends the Electoral Area Committee recommend to the Capital Regional District Board:

1. To expand the boundary of the Ganges Sewer Local Service Area to include 105 Kilner Road;
2. The Applicant agrees to pay for all costs to include the property into the service area, and also pays the capacity purchase charge;
3. The Applicant agrees to pay all engineering, administration, permit fees, and construction costs associated with the extension of the sewer and connection to the existing sewer and the property;
4. That Bylaw 4601, "Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 14, 2024, be introduced and read a first, second and third time.

Alternative 2

That the request to include 105 Kilner Road into the Ganges Local Area Services boundary be denied.

Alternative 3

That this report be referred to staff for additional information.

IMPLICATIONS

Service Delivery Implications:

Alternative 1:

The expansion of the Service Area to include 105 Kilner Road will allow SSICS to provide a much-needed amenity for the unhoused on Salt Spring. Although the ADF will be greater than that from a comparable single-family dwelling, it will not add a significant volume to adversely affect the throughput capacity of the Ganges Wastewater Treatment Plant and none of the sewer conveyance lines in the area are close to a surcharged condition.

The applicant has agreed to pay for all costs related to (1) including the property into the service area, capacity purchase charge for the planned development, and ongoing parcel taxes and user fees for the service; and (2) all engineering, administration, permit fees and construction costs associated with the extension of the sewer and connection to the existing sewer and the property.

A bylaw amending the service area boundaries is required to support the development of an emergency shelter. After the third reading, the Inspector of Municipalities reviews the bylaw for approval and the Salt Spring Island Electoral Area Director for consent. Once the bylaw is adopted the applicant can proceed with the process of design and construction of the service extension and connection.

Alternative 2

Denying the expansion of the boundary of the Service Area to include 105 Kilner Road would prevent SSICS from developing 105 Kilner Road into a needed emergency shelter to serve the needs of the Salt Spring Island community.

Legal Implications

SSICS has changed 105 Kilner Road's use within the same occupancy class from single family residence to boarding house/shelter. This change normally requires a building permit application under CRD's Bylaw No. 3741, "Building Regulation Bylaw No. 5, 2010", as such a change in use may require renovation to meet the minimum standards of life safety set out in the BC Building Code. A new permit application could potentially identify a need for sprinklers, fire alarms, fire protection equipment, outward-swinging doors, and other minimum requirements for life safety expected of a shelter or boarding house.

The property owner, SSICS, is aware of the need for a permit but refuses to apply for one, choosing instead to assume all risk associated with the operation of the boarding house/shelter. CRD Building Inspection has put SSICS on notice that the failure to obtain a permit is at SSICS' sole risk, but has reserved the right to take enforcement action in future.

The lack of a building permit does not render a property ineligible from inclusion in a CRD service area. Entrance into a service is a discretionary decision, decided upon by the CRD Board by bylaw.

CONCLUSION

Expanding the Ganges Local Area Service boundary to include 105 Kilner Road will allow SSICS to provide a much-needed emergency shelter on Salt Spring. Although the ADF will be greater than that from a comparable single-family dwelling, it will not add a significant volume to affect the capacity of the Ganges Wastewater Treatment Plant adversely, and none of the sewer conveyance lines in the area are close to a surcharged condition.

RECOMMENDATION

The Ganges Sewer Local Services Commission recommends the Electoral Area Committee recommend to the Capital Regional District Board:

1. To expand the boundary of the Ganges Sewer Local Service Area to include 105 Kilner Road;
2. The Applicant agrees to pay for all costs to include the property into the service area, and also pays the capacity purchase charge;
3. The Applicant agrees to pay all engineering, administration, permit fees, and construction costs associated with the extension of the sewer and connection to the existing sewer and the property;
4. That Bylaw 4601, “Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 14, 2024, be introduced and read a first, second and third time.

Submitted by:	Dean Olafson, P. Eng., MBA, Manager of Engineering, SSI Electoral Area
Concurrence:	Karla Campbell, MBA, BPA, Senior Manager, SSI Electoral Area Administration
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

Appendix A: Salt Spring Island Community Services – Application Cover Letter, December 5th, 2022

Appendix B: Bylaw 4601, “Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 14, 2024.